<u>Vision Group D – System Review and Data</u>
Meeting Minutes for July 14, 2000, 10-3p
State EMS Authority
1930 9th Street, Sacramento, California

I. **Introduction:**
   A. <u>Members Present</u>: Larry Karsteadt, Kristie Harlan (sitting in for Lawson Stuart), Bob Eisenman, Craig Stroup, Steve Andriese, Jim Schneider, Bob O'Brien, Tella Williams
   B. <u>Non-Members Present</u>: Roberta Bonnet, David Yagel
   C. <u>EMSA Staff Present</u>: Ed Armitage, Bonnie Sinz, Mercia Brandon
   D. Discussion: Agenda Action Items 5 and 6 were reversed. A Discussion Item regarding the e-mails on the Oregon system was input on the Agenda between Items 4 and 5.

II. **Approval of Minutes**
   A. Minutes from the May 19, 2000, meeting were not ready for approval, therefore approval was postponed to the next meeting.

III.   **Business Items**

<u>Update on "Fire Talk" Alternative to Conference Calls</u>

   A. <u>Summary:</u> Ed mentioned that his group has successfully tested the new Voice-over IP.
      - Current phone system uses 64 kb, 8000 samples per second compared to the new technology, which uses only 6 kb.
      - New technology also allows for video conferencing.
   B. <u>Action Item:</u> Ed is to get download information, etc. to the members of the group before the next meeting.

<u>Constituency Group Presentations and Endorsement Letters</u>

   A. <u>Summary:</u> Some constituent letters of agreement have already been received from:
                  CSAC
                  EMSAAC
                  CAA
                  OSHPD
      - A handout was distributed showing the groups that have already given endorsements and the groups that have yet to do so.

Oregon System

A. <u>Summary</u>: Bob O'Brien spoke with a Fire Chief from Oregon and was told that Oregon is also trying to come up with a system for collecting data.

Data – OTS Grant Update

A. <u>Summary</u>: Ed mentioned that he received most of the deliverables on time. He spoke with a programmer by the name of Bret Gurgle who developed a probabilistic matching program, and will share it with the group.
- This program is very flexible, matching up to 5 files at a time.
- The cost for the software is negotiable.
- Six out of seven EMS agencies have provided their EMS Data Sets.
- The Data Sets are currently being matched in order to find commonalities. They are matching up well.
- When finished with the matches, a chart will be given back to the different groups showing where their elements fit, using NHTSA as a guide.
- It was pointed out that it is critical to create a data model as opposed to a data set. A data set is just a flat list of data elements. A data model includes the structure of the data. Also important would be to get the data structure right the first time considering it is very hard and expensive to change once it's set.

Data – Draft Data Set

A. <u>Summary</u>:   There was extensive discussion on this first draft proposal. No actions were taken.
- Bonnie mentioned she would bring this before the Ad Hoc committee and return with suggestions for revisions at the next group meeting.
- Bobbie is to get the checklist of various data elements onto the list server.
- Jim was asked to send an e-mail out to the list server requesting feedback.

Legislative-Medical Control Immunity & Discovery Protection for QI

A. <u>Summary</u>: Bonnie went through the group objectives (performance evaluation, reporting to legislature on system effectiveness, etc.) and added research that has been done on existing statute regulations.

- Tella is to draft a letter (with Bonnie's help) to Dick Powell, Legal Council for the California Health Information Association, requesting comments and opinion on what the group has so far accomplished, and where the group should go from there.
- A draft of said letter is to be placed on the list server first for consensus as to what should be included.

Review Comments on Draft Local EMS Agency Assessment Guidelines

A. <u>Summary</u>:   Steve will work on revisions to the Assessment Guidelines and return with the latest draft at the next meeting.

CQI – Performance Indicator Development; *Training Programs, Dispatch, First Response*

A. <u>Summary</u>:   Craig is to contact Debbie Becker with Education to see if she and her group are working on any indicators that may be useful in our own development.

Planning for Year Two

A. *June Commission Presentation Report*
<u>Summary</u>:   It was mentioned that at the June Commission Meeting, the *System Review and Data* group was commended for outstanding achievement thus far.

B. *Group Funding*
<u>Summary</u>: Group is still looking for additional funding in hopes of meeting set timeline goals.

C. *Year Two Objectives*
<u>Summary</u>: Will be defined at October meeting.

Meeting Evaluation

Good.

Future Meeting Date

September 15, 2000. Tentative location is OSHPD, 818 K Street.